



INSPECTION OF GOVERNMENT FAMILY HOUSING UPON ASSIGNMENT/TERMINATION

1. TRIPLE COLUMNS HAVE BEEN PROVIDED FOR INDICATING CONDITION OF EACH ROOM. THE FIRST COLUMN WILL BE COMPLETED AT THE TIME QUARTERS ARE FIRST OCCUPIED. THE SECOND COLUMN COMPLETED AT THE PRE-TERMINATION INSPECTION, AND THE THIRD COLUMN AT THE FINAL INSPECTION WHEN THE QUARTERS ARE VACATED. OCCUPANT WILL BE PROVIDED WITH A COPY OF THIS INSPECTION REPORT FOLLOWING THE INITIAL AND FINAL INSPECTION. DURING THE FINAL INSPECTION, ALL DISCREPANCIES WILL BE FULLY DISCUSSED WITH THE OCCUPANT AND INDICATED WITH ☐
2. TO ASSIST AND EXPEDITE IN PREPARING QUARTERS FOR INSPECTION, THE FOLLOWING CRITERIA IS THE MINIMUM ACCEPTABLE, DETAILED PROCEDURES WILL BE AS SPECIFIED IN THE BASE FAMILY HOUSING BROCHURE.

FACILITY OR EQUIPMENT

CONDITION STANDARD

<u>Building Interior (Except Kitchens &amp; Bathrooms)</u> . . .	ALL SCUFFS, PENCIL MARKS, CRAYON MARKS, STAINS, ETC., WILL BE REMOVED FROM WALLS, DOORS, CLOSETS, KITCHEN CABINETS, CUPBOARDS AND OTHER INTERIOR WOODWORK BY USING DETERGENT. IF DIRT, FINGERMARKS OR OTHER SCUFFS ARE NOT EXCESSIVE OR GROUND INTO THE PAINT, PLAIN WARM WATER AND A SPONGE WILL CLEAN SUFFICIENTLY, CARE WILL BE EXERCISED IN SCRUBBING WALLS. DO NOT USE STEEL WOOL, ABRASIVES AND STRONG DETERGENTS, EITHER LIQUID OR POWDER.
<u>Floors</u>	ALL FLOORS ARE TO BE CLEANED.
<u>Closets, Cupboards &amp; Shelves</u>	CLOTHES CLOSETS, CUPBOARDS AND SHELVES WILL BE CLEANED, ALL PAPER, TRIMMINGS, ETC., WILL BE REMOVED.
<u>Bathrooms</u> . .	LAVATORIES, COMMODES, SHOWERS, BATHTUBS, GLASS ENCLOSURES, MEDICINE CABINETS AND OTHER APPURTENANCES, WILL BE CLEANED WITH A NONABRASIVE CLEANER, WALLS BOTH PLASTERED AND CERAMIC, WILL BE FREE FROM ALL STAINS AND CLEAN. FLOORS, BOTH CERAMIC AND OTHER COVERING, WILL BE WET MOPPED AND CLEANED.
<u>Kitchen</u>	CEILING, WALLS, KITCHEN CABINETS AND OTHER INTERIOR WOOD TRIM WILL BE FREE FROM ALL GREASE AND CLEAN.
<u>Light Fixtures, Windows, Glass Sliding Doors, Venetian Blinds</u>	WILL BE CLEANED, WINDOWS AND GLASS DOORS THROUGHOUT QUARTERS WILL BE CLEANED. VENETIAN BLINDS WILL BE CLEANED BY VACUUMING, AS APPLICABLE.
<u>Appliances</u> Dishwashing Machine Clotheswashing Machine Refrigerator Kitchen Stove Clothes Dryer Ventilating Hood Water Heater Warm Air Heater	ALL APPLIANCES WILL BE CLEANED, INTERIOR AND EXTERIOR, REMOVING STAINS, FOOD PARTICLES, GREASE, ETC. USE STANDARD CLEANERS. FOR KITCHEN RANGE USE GREASE REMOVER SOLUTION, BEING CAREFUL NOT TO SPILL ON FLOOR. WHEN CLEANED, POLISH EXTERIORS WITH DRY, SOFT CLOTH. CLEAN DIRT, DUST, GREASE, ETC., FROM UNDERNEATH, BEHIND, AND AROUND APPLIANCES. THIS IS PARTICULARLY IMPORTANT IN THE CASE OF THE KITCHEN STOVE TO PRECLUDE FIRE HAZARDS DEVELOPING FROM ACCUMULATIONS OF GREASE. TURN WATER OUTLETS OFF ON CLOTHESWASHING MACHINE. CLEAN EXTERIOR AND INTERIOR OF ALL GREASE STAINS, REMOVE WIRE FILTERS FROM VENT HOOD AND CLEAN BY SOAKING IN HOT WATER AND DETERGENT. DRY AND REPLACE. CLEAN EXTERIOR OF HOT WATER HEATER AND FLOOR UNDERNEATH. VACUUM INSIDE OF WARM AIR SPACE HEATER CLOSET. REMOVE ALL DUST FROM HEATER EXTERIOR.
<u>Building Exterior</u> Structure Grounds Lawns Flower Beds Shrubs and Trees	CLEAN ALL EXTERIOR DOORS, INCLUDING GARAGE. REMOVE STAINS, SMUDGES, DIRT, MUD, ETC. LAWN WILL BE CUT AND EDGED BEFORE INSPECTION. FLOWER BEDS WILL BE NEAT.
<u>General</u>	CLEAN GARAGE FLOOR AND DRIVEWAY, EITHER BY WASHING WITH WATER OR SWEEPING. PICK UP ALL PAPER, TRASH, DEBRIS, ETC. FROM ENTIRE QUARTERS INTERIOR AND EXTERIOR AND PLACE IN GARBAGE CAN. CLOSE AND SECURE ALL WINDOWS AND DOORS PRIOR TO TURNING KEYS OVER TO BASE HOUSING.

INSPECTORS AGREEMENT CONTINUED